

EMPLOYEE BACKGROUND CHECKS

2010 Legislation

Senate Bill 2199 amends portions of 70 O.S. §5-142 and repeals all of 70 O.S. § 5-142.1 in regard to procedures for school employment background checks.

Oklahoma Senate Bill 2199 now requires all prospective employees to undergo a national criminal history records check. For the purpose of this bill, this means a check of criminal history records entailing the fingerprinting of the individual and submission of the fingerprints to the United States Federal Bureau of Investigation (FBI) for the purpose of obtaining the national criminal history record of the person.

All national criminal history record checks shall be submitted to the State Board of Education and will be forwarded for processing with the Oklahoma State Bureau of Investigation (OSBI) and the Federal Bureau of Investigation (FBI).

An authorization and release for the background check will be provided by the district to the employee. Digital fingerprints can be obtained at the Delaware County Jail in Jay, OK. Currently, they are available Monday through Friday from 10am-12noon and 1-4pm. One set of fingerprints is required and there is a \$5.00 charge. (They accept exact change only.)

The fingerprint card should then be returned to the Superintendent's office along with a money order or cashier's check payable to OSBI in the amount of \$45.00 for the processing of the background check. (These fees are at the employee's expense.)

Grove Public School policy DABB-E4 provides specific information regarding the consequences of an unsatisfactory background check.

Backgrounds checks are required of all new employees to the district, including substitute teachers. Substitute teachers may obtain one background check for the school year and submit it to all districts in which they are applying to teach.

The Board of Education may also request a national criminal history record check of any current employee of the school. The school district's reimbursement policy shall provide, at the minimum that current employees shall be promptly reimbursed in full.

For further information regarding Senate Bill 2199, please contact the State Department of Education at (405) 521-3337.